

**CHIROPRACTIC EXAMINING BOARD
MEETING MINUTES
JANUARY 26, 2012**

Present: James Koshick, Mania Moore, John Church, Wendy Henrichs and Jodi Griffith

Present by

Teleconference: Kathleen Schneider (*joined the meeting at 9:26 a.m.*)

Staff: Denise Aviles, Bureau Director; Yolanda McGowan, Legal Counsel; Michelle Solem, Bureau Assistant; and other Department staff

Wendy Henrichs, Board Chair, called the meeting to order at 8:42 a.m. A quorum of 5 members was confirmed.

ADOPTION OF AGENDA

Amendments

- Remove E(1) – Stipulation 10 CHI 055
- Remove J(1) – Stipulation 10 CHI 055
- Add K(1)(a) – Case Closing - 10 CHI 003

MOTION: James Koshick moved, seconded by Mania Moore, to adopt the agenda as amended. Motion carried unanimously.

APPROVAL OF MINUTES

Corrections

- Under Elections
 - Correct the first motion to read "...cast a unanimous ballot for Wendy Henrichs."
- Under Case Closings
 - Correct the motion to remove the first word "case."

MOTION: James Koshick moved, seconded by Mania Moore, to approve the minutes of November 17, 2011 as corrected. Motion carried unanimously.

EXECUTIVE DIRECTOR MATTERS

Denise Aviles asked for the annual Board appointments. Wendy Henrichs made the following Board appointments for 2012.

Screening Panel – Kathleen Schneider, Jodi Griffith and James Koshick (Mania Moore – Alternate)

Preceptor Liaison – Jodi Griffith

Practical Exam Liaison – James Koshick

Exam Workgroup – Wendy Henrichs, Jodi Griffith and James Koshick

CE Liaison – John Church and Wendy Henrichs

Credentialing Liaison – Jodi Griffith

Monitoring Liaison – James Koshick

Discipline Reference Sheet Committee – James Koshick and Mania Moore

Denise Aviles conducted the annual policy review and asked Board members to submit the completed signature page to Michelle Solem.

BOARD DISCUSSION

CREDENTIALING MATTERS

MOTION: James Koshick moved, seconded by John Church, to approve the preceptors as submitted. Motion carried unanimously.

PUBLIC COMMENTS

There were no public comments.

CLOSED SESSION

MOTION: Mania Moore moved, seconded by Jodi Griffith, to convene to closed session to deliberate on cases following hearing (s. 19.85(1) (a), Stats.; consider closing disciplinary investigation with administrative warning (s. 19.85(1)(b), Stats. and 440.205, Stats., to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.; and, to confer with legal counsel (s. 19.85(1)(g), Stats.). Roll Call Vote: Jodi Griffith - yes; James Koshick - yes; John Church - yes; Wendy Henrichs - yes; Mania Moore – yes. Motion carried unanimously. Open session recessed at 9:03 a.m.

Kathleen Schneider joined the meeting at 9:26 a.m.

RECONVENE TO OPEN SESSION

MOTION: James Koshick moved, seconded by Mania Moore, to reconvene in open session at 11:29 a.m. Motion carried unanimously.

VOTING ON ITEMS CONSIDERED/DELIBERATED IN CLOSED SESSION

PROPOSED STIPULATIONS, FINAL DECISIONS AND ORDERS

CASE CLOSINGS

MOTION: Jodi Griffith moved, seconded by John Church, to close the following case according to the recommendation by the Division of Enforcement:
a. 10 CHI 003
Motion carried unanimously.

ADMINISTRATIVE WARNINGS

MOTION: Jodi Griffith moved, seconded by John Church, to issue the Administrative Warnings in the matters of 08 CHI 065 and 11 CHI 035. Motion carried unanimously.

MONITORING

MOTION: James Koshick moved, seconded by Jodi Griffith, to deny the respondents request in case 08 CHI 040 and 10 CHI 044 to complete an alternative course. Respondents are expected to sit for the 2/2/12 NBCE Ethics and Boundaries Examination if permitted by NBCE. If they are not permitted to sit for the 2/2/12 exam, Respondents are given an extension to complete the exam at the 4/5/12 exam administration. No further extensions will be granted. Motion carried unanimously.

MOTION: James Koshick moved, seconded by Mania Moore, to immediately suspend the license of James Schiavo, D.C. for failure to comply with the Board's order dated 08/11/11. Respondent shall appear before the Board before a request to lift or stay the suspension will be considered. Motion carried unanimously.

TRAVEL MATTERS

MOTION: Kathleen Schneider moved, seconded by Mania Moore, to designate James Koshick as the Board's delegate and Jodi Griffith as the alternate delegate, to attend the FCLB and NBCE 2012 Annual Meetings on behalf of the Board. Motion carried unanimously.

Wendy Henrichs noted that the Board was very appreciative of the case summary reports that were received. The Board also asked for a summary report for monitoring cases as well, if possible.

ADJOURNMENT

MOTION: James Koshick moved, seconded by Mania Moore, to adjourn the meeting at 11:39 a.m. Motion carried unanimously.